

RESOLUTION NO. \_\_\_\_\_

A RESOLUTION AUTHORIZING THE ADMINISTRATOR OF THE DEPARTMENT OF YOUTH AND FAMILY DEVELOPMENT TO ENTER INTO AN AGREEMENT WITH GIRLS' INCORPORATED TO PROVIDE LEADERSHIP AND COMMUNITY ACTION SERVICES FOR FEMALE STUDENTS INVOLVED IN YOUTH DEVELOPMENT PROGRAMS AT YFD CENTERS FOR A PERIOD OF NINE (9) MONTHS, IN THE AMOUNT OF TEN THOUSAND NINE HUNDRED THIRTY-THREE DOLLARS (\$10,933.00).

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BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CHATTANOOGA, TENNESSEE, That the Administrator of the Department of Youth and Family Development enter into an agreement with Girls' Incorporated to provide leadership and community action services for female students involved in youth development programs at YFD centers for a period of nine (9) months, in the amount of \$10,933.00.

ADOPTED: \_\_\_\_\_, 2014

/mem

# City of Chattanooga



## Resolution/Ordinance Request Form

Date Prepared: 08/07/2014

Preparer: Gary Rudolph

Department: Youth and Family Development

Brief Description of Purpose for Resolution/Ordinance: Res./Ord. # \_\_\_\_\_ Council District # All

A resolution authorizing the administrator of the Department of Youth & Family Development for the City of Chattanooga to enter into an agreement with Girls' Incorporated to provide leadership and community action services for female students involved in youth development programs at YFD Centers for a period of nine months, in the amount of Ten Thousand Nine Hundred Thirty-Three Dollars \$10,933

|                                       |                            |   |               |
|---------------------------------------|----------------------------|---|---------------|
| Name of Vendor/Contractor/Grant, etc. | <u>Girls' Incorporated</u> | New Contract/Project? (Yes or No)       | <u>Yes</u>    |
| Total project cost \$                 | <u>10,933</u>              | Funds Budgeted? (YES or NO)             | <u>Yes</u>    |
| Total City of Chattanooga Portion \$  | <u>10,933</u>              | Provide Fund                            | <u>1100</u>   |
| City Amount Funded \$                 | <u>10,933</u>              | Provide Cost Center                     | <u>N10201</u> |
| New City Funding Required \$          | <u>NO</u>                  | Proposed Funding Source if not budgeted | _____         |
| City's Match Percentage %             | _____                      | Grant Period (if applicable)            | _____         |

### List all other funding sources and amount for each contributor.

| <u>Amount(s)</u> | <u>Grantor(s)</u> |
|------------------|-------------------|
| \$ _____         | _____             |
| \$ _____         | _____             |
| \$ _____         | _____             |

Agency Grant Number \_\_\_\_\_

CFDA Number if known \_\_\_\_\_

Fall Training for 25 Chattanooga Ambassador Program girls

Approved by: Lurone Jennings  
DESIGNATED OFFICIAL/ADMINISTRATOR

Reviewed by: FINANCE OFFICE

Please submit completed form to @budget, City Attorney and City Finance Officer

Revised: October, 2011

Questions? Contact Finance Department . 423.757.5232

Girls Inc. of Chattanooga

CAP Workshop Series Proposal

### **Leadership Development**

Girls will receive Girls Inc.'s Leadership and Community Action<sup>SM</sup> curriculum, In Our Own Hands<sup>SM</sup> as a nine-workshop series. In Our Own Hands<sup>SM</sup> engages girls in celebrating their heritage, investigating rights and responsibilities, practicing leadership skills, and tackling issues of concern. Girls deepen their understanding of girls and women as social change agents and of leadership as a collective process grounded in belonging to and having responsibility for one's community. This workshop series focuses on strengthening girls' skills and their knowledge of and appreciation for female leadership in the context of community.

#### *Workshop 1: Female Leadership and Role Models*

Girls will define and demonstrate leadership, become familiar with diverse examples of female leaders, learn about the program In Our Own Hands, and develop group agreements for the program.

#### *Workshop 2: Leadership Qualities and Styles*

Girls will define community in a broad sense, consider the negative and positive aspects of their community, develop a sense of responsibility for their community, and explore the need for diversity within a community.

#### *Workshop 3: Community – Where Do I Belong*

Girls will define community in a broad sense, consider the negative and positive aspects of their community, develop a sense of responsibility for their community, and explore the need for diversity within a community.

#### *Workshop 4: Self Awareness*

Girls will explore individual culture and heritage as a source of strength, recognize and respect the diversity of cultures and heritages, evaluate and prioritize personal values, and recognize which leadership skills they already possess and which they want to develop or strengthen

#### *Workshop 5: Power to the People*

Girls will define power, consider the diverse sources of power available to people, including girls, and explore fair and unfair uses of power.

#### *Workshop 6: Rights and Responsibilities*

Girls will define rights and responsibilities, understand individual rights as a check on the majority rule, recognize that legal rights can be added or taken away, and understand and feel encouraged to defend their rights.

### *Workshop 7: Communication*

Girls will identify and practice effective communication skills such as active listening, verbal expression, written expression, group presentation, and telephone exchanges, practice expressing concerns to those in power, recognize the difference between facts and opinions, and practice persuasive speech

### *Workshop 8: Critical Thinking*

Girls will practice questioning assumptions, learn conceptual mapping as a way to approach an issue holistically, learn to use decision trees as a way of weighing various options, and explore how decisions affect outcomes.

### *Workshop 9: Making Change*

Girls will identify opportunities for social change, consider a variety of approaches to social change, and see themselves as change agents in their community

## **College and Career Readiness**

Girls Inc. will deliver our Road to College and Success curriculum as a six-workshop series. The Road to College and Success gives girls the tools they need to identify colleges and universities that meet their academic needs and career interests, explore career opportunities, become competitive college and scholarship applicants, and prepare for economic independence. With this program, girls meet leading female professionals in competitive fields, tour industry offices and factories, gain access to admissions and financial aid information from experts, learn how to navigate financial aid information, and hone their test-taking and writing skills.

### *Workshop 1: Where Are You Going?*

Girls will learn the importance of setting goals, create their own Life Maps, and complete a career aptitude test.

### *Workshop 2: Study Skills and Stress Management*

Girls will identify symptoms of stress, learn strategies for effective time management, develop a list of positive stress relief outlets, and discover their learning styles.

### *Workshop 3: All About College*

Girls will learn how to search for colleges that offer their desired degree programs, develop a personalized list of desirable components of their college experience, learn general admission requirements, the types of degrees available, and the different types of post-secondary educational institutions.

### *Workshop 4: Cost of Living and Financial Aid*

Girls will understand how to identify the true cost of college, understand the different types of financial aid, learn about resources for finding scholarships, loans, and grants, and understand the FAFSA purpose and process.

*Workshop 5: Budgeting and Money Management*

Girls will learn the cost of living in Chattanooga, earning potential based on educational attainment, and will develop their budgeting skills with an interactive game.

*Workshop 6: Resumes and Interview Skills*

Girls will learn how to create a strong resume, how to write a cover letter, and interview etiquette and skills.

Girls Incorporated of Chattanooga  
 Proposal to the City of Chattanooga  
 Youth and Family Development Centers  
 CAP Program  
 Submitted May 8, 2014  
 For the Period August 1, 2014 through May 31, 2015

|                          |   |          |           |
|--------------------------|---|----------|-----------|
| <u>Staffing</u>          | Director of Teen Programs                           | \$ 1,346 |           |
|                          | 1 Program Coordinator                               | \$ 3,641 |           |
|                          |   | <hr/>    | \$ 4,988  |
| <u>Supplies</u>          | Program Related Materials                           |          | \$ 600    |
| <u>Food</u>              | Healthy Snacks/Food                                 |          | \$ 1,280  |
| <u>Printing</u>          | Curriculum, reports, and othe program related items |          | \$ 700    |
| <u>Equipment</u>         | Cell Phone  |          | \$ 99     |
| <u>Telephone Service</u> | Cell Phone and Text Messaging                       |          | \$ 430    |
| <u>Evaluation</u>        | Girls Inc. Survey Monkey Administrator              |          | \$ 400    |
| <u>Insurance</u>         | Liability   |          | \$ 250    |
|                          |   | <hr/>    |           |
|                          | Program Budget                                      | \$ 8,747 |           |
|                          | Overhead & Support (25%)                            | \$ 2,187 |           |
|                          | Total Budget  | <hr/>    | \$ 10,933 |
|                          |   |          |           |
|                          | Cost Per Girl                                       | \$       | 547       |
|                          | Cost Per Girl Per Week                              | \$       | 17        |